TOWN OF SMITHTOWN BUILDING DEPARTMENT

REQUIREMENTS FOR SUBMISSION OF A SWIMMING POOL PERMIT

A receptacle for water or an artificial pool capable of holding water depth at any point of more than 24 inches deep at any point, designed or intended for the purpose of the immersion or partial immersion therein and including all appurtenant equipment. The word pool shall be construed to mean in-ground, aboveground, on-ground outdoor water pool hot tubs and spas that are installed or constructed indoors or outdoors.

ALL POOL APPLICATIONS

- 1. Two original signed (by property owner) & notarized applications
- 2. One copy of tax bill (and "contract of sale" for new owners)
- Two surveys, must be clear copies of original stamped survey (Fax copies unacceptable)
- 4. Four surveys/plot plans showing location of pool, distances to all lot lines and distance from the dwelling/deck
- 5. If there is a deck attached to the pool indicate the size and location
- 6. Draw the location and height of the fence surrounding the pool or property
- 7. Retaining wall(s)- if proposed or existing show the location and distance from fence(s)
- 8. All property owners must also submit a signed and notarized acknowledgement letter regarding *Engineering Requirements*.
- 9. Three sets of plans:
 - A: Architects/Engineers signed and sealed for in-ground swimming pools
 - B: Good working drawings on above ground pools and all pool decks

PLANS ON BOND PAPER NO LARGER THAN 24" x 36" WITH A TITLE BOX

- 10. Indicate what type of pool heater if applicable.
- 11. Propane heaters need permit from Fire Marshall
- 12. Letter/information must be provided regarding Water Disposal

SEE ADDITIONAL REQUIREMENTS

Information on "sealed" drawings or "Sealed Letter" from the pool company (Required for proposed in ground swimming pools)

Town Code Chapter 252 (252-6) All water either overflowing or emptying from the pool shall be disposed of on the owner's land, and plans submitted shall show provisions made for such water from flowing on the land of any adjoining property owner or into any abutting street.

13. ADDITIONAL REQUIREMENTS (page 2) Section A – Proposed Section B – Built Prior

TOWN OF SMITHTOWN BUILDING DEPARTMENT

<u>Section A</u> - for Proposed Swimming Pools

- Contractor's Suffolk County license (photo ID) and insurance (workers' comp/disability**)
 "Photocopies"
- 2. Plumber's Suffolk County license (photo ID) and insurance (workers' comp/disability**) for pool heaters "Photocopies"
- Electrician's Suffolk County license (photo ID) and insurance (workers' comp/disability**)
 "Photocopies"
- 4. Homeowner's Exemption Affidavit for work by homeowner.
- 5. Excavation Affidavit for in-ground and semi-in ground pools only
- 6. Water Disposal See Town Code
 - <u>In ground pools</u> Information on "Sealed Drawings" or submit a "Sealed Letter" from pool company
 - Aboveground pools Submit a letter on Pool Company's letterhead
- 7. Fee Due (check or cash only)

Section B -for Built Prior Swimming Pools

- 1. Photographs Four or five photos at different angles showing pool, deck & fence
- 2. Water Disposal Submit a notarized letter from the property owner that they are in compliance with Town Code
- 3. Fee due: Above ground pools \$350 In-ground pools \$850 (gunite or concrete) \$1000
- 4. Additional fees oil heater \$100.00, gas line heater (pressure test) \$100.00

**On N.Y. State forms